Xerox
Document Management
Systems

DocuShare

What is DocuShare?

- “Community-maintained” web-based collaborative ad-hoc document management system for workgroups.

Share documents in any format

Full text search

Community maintained

Version control

DocuShare™
a web-based,
community maintained
document management system

NT or Solaris server

Folders

Simple to administer

Document level security

Any client platform

No webmaster

Format independence

- Users create documents in a variety of formats.
- If you decide to publish documents on a web server, you shouldn’t have to reduce them to a common format (e.g., HTML, PDF, Notes).
- DocuShare lets you publish documents on a web server in any format.

User maintained security

- Many documents are sensitive and shouldn’t be published to the entire intranet.
- DocuShare lets you create your own login account, if configured to allow this.
- DocuShare lets you easily create and maintain your own access control groups without intervention of an administrator.
- DocuShare lets you restrict document read and write access to specific users and groups.

Versioning

- It is sometimes useful to keep a history of audit trail of changes to a document, particularly in a collaborative environment.
- DocuShare lets you keep document revision histories.
- DocuShare also lets you lock versioned documents while editing them, to prevent collaborators from simultaneously making incompatible changes.

Flexible foldering

- Users find folders to be a convenient and familiar metaphor for grouping documents of like purpose, project, etc..
- Frequently, however, a document is pertinent to more than one project; so which folder do you put it in? DocuShare solves this dilemma by enabling documents, versioned documents, and even folders to be placed simultaneously in more than one folder. (i.e. multiple pointers to a given object)

Search

- Sometimes, manual folder navigation becomes too cumbersome a way to find documents, particularly as a repository becomes very large and the number of folders proliferates.
- DocuShare provides full text query on document attributes (title, etc.) and content, for a variety of content formats, including all the popular office suites.

Platform and server requirements

- Users can access DocuShare from any client with a Web browser
  - client platform independent
  - no additional client software to install
- DocuShare server runs on Windows NT4 or Solaris 2.5

DocuShare pricing & availability

- Pricing
  - $695 for server and 25 licenses
  - $995 for server and 50 licenses
  - $495 for each additional 25 licenses
  - volume pricing available
  - telephone support and upgrade subscription available at $480 per 25 client license per year